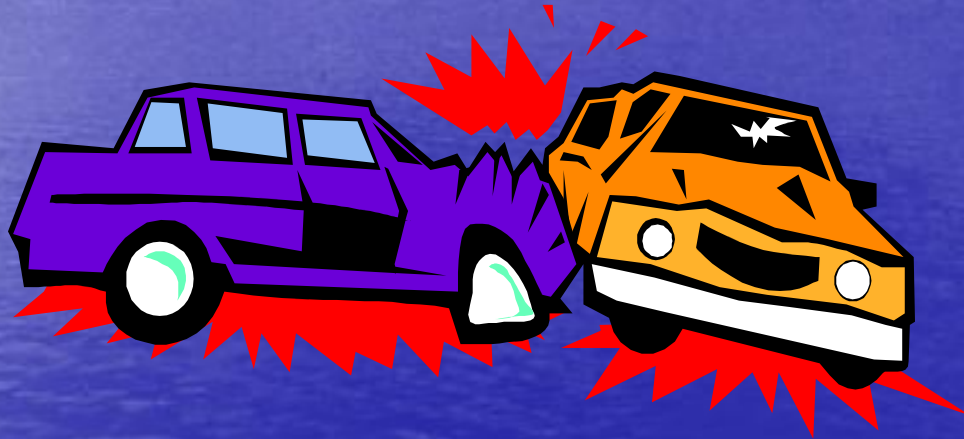


The Virginia Auto Body Shop Voluntary Self-Certification Program



October / November
2005



Logistics & Administration

- Restrooms
- Cell Phones
- Sign – In Sheet
- Evaluation Sheet
- Workbooks

The Virginia Auto Body Shop Self-Certification Program

Tonight's Program

- Introduction to the Virginia Auto Body Shop Self-Certification Program
- Environmental Awareness for Air, Waste, and Water

Break

- How to Use the Program Workbook, and the Self-Certification Package
- Tools to utilize
- Workbook Exercise
- Wrap-Up

! Please Ask Your Questions At Any Time !

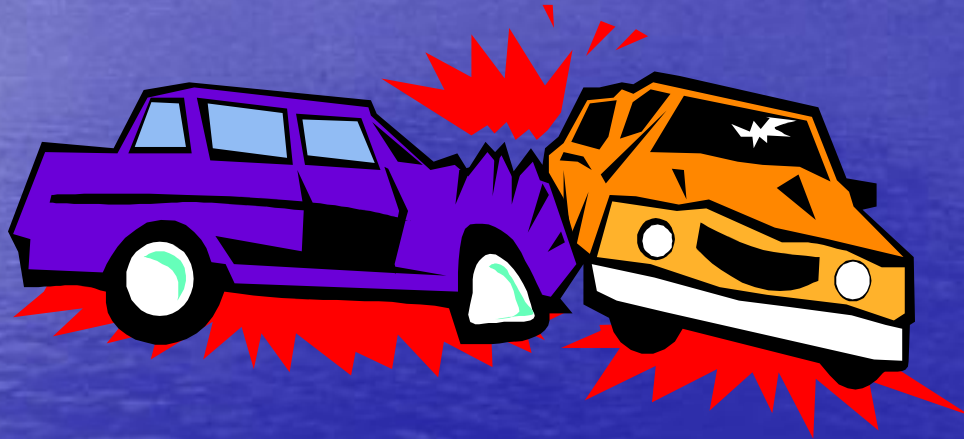
Contact Information

John McKie

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jrmckie@deq.virginia.gov

The Virginia Auto Body Shop Voluntary Self-Certification Program



October / November
2005



SMITH AUTOMOTIVE

OKAY, MR. SMITH...
DROP THE ANTIFREEZE
& COME OUT WITH YOUR
HANDS IN THE AIR!



What is the Auto Body Shop Self-Certification Program?

- It is a program that will help you the owner or operator of an auto body shops understand and comply with the environmental requirements which impact your operation on a daily basis.
- Your Auto Body Shop became regulated by a new Virginia Air Regulation in March 2004.
- It has been designed to be self-directed by you at your own pace and is hopefully easy to understand.
- YOUR PARTICIPATION is VOLUNTARY !!!

What is the Auto Body Shop Self-Certification Program?

- Random Pre & Post Survey
- Workshops to explain the program
- A workbook that contains all the environmental information an auto body shop needs to know
- Self-certification Package
 - ❖ Non-Participation Form – Page 3
 - ❖ Self-Certification Checklist – Page 5
 - ❖ Self-Certification Statement and the Return-to-Compliance Form - Pages 23 and 24.
 - ❖ Registration Form - Appendix 1 – **Mandatory !**
 - ❖ Pre-Addressed Envelope is in back pocket of the workbook.

What is the Auto Body Shop Self-Certification Program?

- Information on *Best Management Practices* and *Do's and Don't's* to reduce your environmental liability
- TIPS to improve your shop and **save you money** through pollution prevention and energy conservation
- **INCENTIVES -- WINFM**

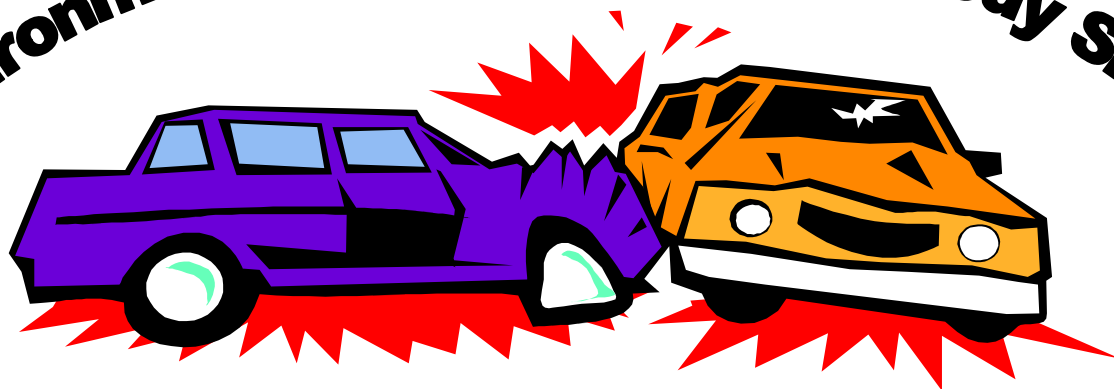
Incentives for participating in the Auto Body Shop Self-Certification Program

- Better understanding of your Environmental Requirements
- Improves your environmental performance and protects your workers and their health
- Prepares you for an inspection by helping you achieve compliance with regulations
- Saves you \$\$ money \$\$ by generating less waste, using less product and less energy

Incentives for participating in the Auto Body Shop Self-Certification Program

- Certification removes you from scheduled inspections.
- You will be recognized publicly by the DEQ as an environmentally compliant participant in the “DEQ Auto Body Shop Self-Certification Program.”
- You will get a certificate for your wall and a decal to put on your door.

**Virginia Department of Environmental Quality
Environmental Compliant Auto Body Shop**



Incentives

for participating in the Auto Body Shop Self-Certification Program

- EPA's Design for the Environment will provide a follow workshop and/or individual on-site Pollution Prevention and Operational Efficiency analysis for participants if they are interested.
- We also hope to be able to provide Training Opportunities in innovative spray technologies for you and your employees.

Workbook Overview

Although the workbook looks long –

- It is divided into sections
- There are sections within sections

DO NOT TRY TO READ THE ENTIRE WORKBOOK AT ONE SITTING !



Workbook Overview

- You may find that you are familiar with an area and may not need to read that particular section. You may find that certain sections do not apply to your shop.
- The Primary Sections of the Workbook:
Air, Hazardous Waste, Solid Waste, and Water Pollution
All are cross referenced to the Self-Certification Checklist and its sections.

Workbook Overview

Each chapter can be read separately in any order you choose - at your own pace.

It is a good idea to have the self-certification checklist handy as you read the workbook. That way you can fill out the self-certification questions as you read the relevant parts of the workbook.

Workbook Overview

AGAIN PLEASE do not try to read the workbook all at once, or from beginning to end.

- For each section, read the introduction to find out which sections apply to your shop.

How do I participate?

- Read the workbook
- Complete the self-certification checklist to include the self-certification statement - page 23.
- Complete the return-to-compliance form, if needed - page 24
- Submit the self-certification checklist, the signed self-certification statement, the return-to-compliance form (if needed) and the registration form to DEQ's Northern Virginia Regional Office by January 9, 2006

Participating in the Auto Body Shop Self-Certification Program is Voluntary

**Complying with environmental
laws is mandatory !!!**

**You have to return the
Registration Form No later than
January 9, 2006**

Air Pollution in your Auto Body Shop

Terry Darton
Regional Air Permit Manager
(703) 583-3845
thdarton@deq.virginia.gov

Presentation Outline

- Pollutants generated from auto body shops
- Air requirements for auto body shops

Pollutants Generated

- Four primary activities
 - Surface preparation
 - Surface coating
 - Cleanup
 - Air conditioner repair
- Four main air pollutants
 - Volatile Organic Compounds (VOCs)
 - Hazardous Air Pollutants (HAPs)
 - Dust (Particulates)
 - Chlorofluorocarbons (CFCs/HFCs)



Volatile Organic Compounds

- Paints, surface preparation solutions, solvents
- All VOCs are emitted
- Possible Results
 - Smog
 - Increased asthma sensitivity
 - Damage lung tissue
 - Causes various respiratory illnesses
 - Cause damage to crops



Hazardous Air Pollutants

- Paints, surface preparation solutions, solvents
- Many HAPs are also VOCs
- Harmful to health
 - May cause cancer
 - May cause birth defects
 - May contribute to other health problems

Dust (Particulates)

- Sanding activities and over-spray from painting
- Dust contains toxic metals
- Harmful to health
 - Build up in tissue
 - Aggravate respiratory problems



Chlorofluorocarbons (CFCs/HFCs)

- Vehicle air conditioners
- Destroy Ozone Layer
- Increased UV Exposure
 - Increased risk of skin cancer
 - Damage to DNA in humans, plants and animals



Northern Virginia Volatile Organic Compound Emissions Control Area

The Air Requirements apply to the following:

- **Cities**

Alexandria City, Fairfax City, Falls Church City, Manassas City, Manassas Park City,

- **Counties**

Arlington County, Fairfax County, Loudoun County, Prince William County, Stafford County

Virginia Air Regulations

- Regulatory Requirements

Allowable Content of VOCs in Paints & Coatings (as applied) Weight of VOCs per Volume of Coating (minus water & non-VOC solvents)

<u>Coating Type</u>	<u>Pounds/Gal.</u>	<u>Grams/Liter</u>
Automotive pretreatment primer	6.5	780
Automotive prime-surfacer	4.8	575
Automotive primer-sealer	4.6	550
Automotive topcoat:		
single stage-topcoat	5.0	600
2 stagebasecoat/clearcoat	5.0	600
3 or 4 stage basecoat/clearcoat	5.2	625
Automotive Multi-colored Topcoat	5.7	680
Automotive Specialty	7.0	840

Air Regulation Requirements

[9 VAC 5-40 Article 48]

Use only the following coating application techniques:

- **Any non-atomized application technique**
- **High Volume Low Pressure (HVLP) spraying**
- **Electrostatic spray**
- **Airless spray**
- **Other coating application methods that achieve emission reductions equivalent to or greater than those achieved by HVLP or electrostatic spray application methods. DEQ must approve.**

REQUIREMENTS FOR REDUCING FUMES FROM PAINTS AND SOLVENTS

Take these measures to minimize fumes generated from use of paints & solvents.

- **Store fresh and used coatings, thinners, and solvents in closed containers.**
- **Keep containers for fresh and used coatings, thinners, and solvents closed except when filling or emptying.**
- **Store cloth and paper, or other absorbent applicators, moistened with coatings, solvents, or cleaning solvents in appropriate containers.**
- **Mix paints only according to manufacturers' instructions.**
- **If you use cold solvent cleaners, only purchase solvents with a vapor pressure of 1 mmHg at 68°F.**
- **Only purchase coatings that comply with VOC content limits found in the Table found on page 2-9 of your notebook.**

Air Regulation Requirements

[9 VAC 5-40 Article 48]

Application Techniques Exempt from regulatory requirements:

- **Airbrush application methods for graphics, stenciling, lettering, and other identification markings.**
- **An application of coatings sold in non-refillable aerosol containers; and**
- **Application of automotive touch-up repair finishes materials.**

REQUIREMENTS FOR CLEANING SPRAY GUNS AND EQUIPMENT

Use only the following methods to clean spray guns:

- **An enclosed spray gun cleaning system that is kept closed when not in use.**
- **An unatomized discharge of solvent into a paint waste container that is kept closed when not in use.**
- **Disassembly of the spray gun and cleaning in a vat that is kept closed when not in use.**
- **Atomized spray into a paint waste container that is fitted with a device designed to capture atomized solvent emissions.**

Your coatings and spray gun vendors may be able to provide advice and suggestions.

Major Source Air Permitting Requirements

- If your shop can conduct more than 50 jobs per week, contact DEQ's NVRO Air Permit Manager at (703) 583-3845



REQUIREMENTS FOR SERVICING, REPAIRING AND REPLACING VEHICLE AIR CONDITIONING SYSTEM

- **Make sure your employees who handle refrigerants have been trained and certified by an EPA-accredited program. For a list of approved certification organizations call the EPA Stratospheric Ozone Hotline at 1-800-296-1996.**
- **Allow only EPA-certified technicians to remove refrigerants.**
- **Use only your EPA-certified technician to purchase refrigerants, unless your shop is an EPA authorized reclaiming facility.**
- **Recycle refrigerants for reuse on-site or send recovered refrigerant to an EPA-approved reclaimer.**
- **Use only EPA-approved/certified recycling/recovery equipment, and label the equipment properly. For a list of EPA approved/certified equipment call the Ozone Hotline.**
- **Keep a copy of the EPA certification of your equipment and your EPA certification to operate recovery and recycling devices.**
- **Maintain records of off-site reclamation, including volume and final destination.**
- **Keep all records of refrigerant purchase, sales, on-site recycling, and reclamation for three years.**

Questions



Contact Information

John McKie

Environmental Specialist II

DEQ NVRO – Air Permitting Section

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(703) 583-3831

Solid & Hazardous Waste



Presentation Outline

Waste Management Hierarchy

Solid Waste

- Definition
- Requirements for disposing solid waste

Hazardous Waste

- Definition and categories of waste
- Typical wastes generated by auto body shops
- Categories of hazardous waste generators and their requirements
- Proper container management
- Auto body shop practices – Do's and Don'ts

Waste Management Hierarchy



- Prefer management at highest level possible
- Typically results in:
 - Less* regulation
 - Less* liability
 - Less* cost
 - Less* oversight
- Someone's 'Trash' = Others Treasure
- Plan ahead to prevent problems later

What is a Solid Waste?

- Any material that is no longer used, by either being thrown away, recycled or stored
- Can be a solid, a liquid or a containerized gas
- Hazardous waste is a subset of solid waste



Requirements for Disposing Solid Waste

Do:

- Dispose of hazardous waste separately from solid waste
- Use municipally provided solid waste pickup/disposal services or hire a licensed/permitted contractor to pick up and dispose of solid waste
- Contact the **DEQ's Alan Lassiter** at **(804) 698-4215**, if you store 100 or more used tires at any one time. If you store that many tires, you are subject to tire handling and storage regulations and need a permit.

REQUIREMENTS FOR DISPOSING OF SOLID WASTE

Don't:

- Mix solid waste with hazardous waste
- Burn your solid waste
- Dispose of your solid waste on your property
- Dispose of fluorescent bulbs, mercury thermostats, lead-acid batteries, electronics, used oil, or antifreeze as solid waste. They are universal wastes that can be recycled if handled appropriately.

Dumpster Diving Team



DUMPSTER

DIVING TEAM

DUMPSTER

DIVING TEAM

Questions



Understanding Virginia's Requirements for the Proper Management of Hazardous Waste



What Is A Hazardous Waste ?

- A hazardous waste is a waste with properties that make it dangerous or capable of having a harmful effect on human health or the environment
- Waste is material that is no longer used, by either being thrown away, recycled or stored
- Can be a solid, liquid or containerized gas



Regulated Hazardous Wastes

- Characteristic Hazardous Waste

Waste that is considered hazardous if it exhibits any of the following characteristics





- Ignitability
- Corrosivity
- Reactivity
- Toxicity



- Listed Hazardous Waste

Included in specific list of chemicals in the federal regulations

Characteristic Hazardous Waste

- Ignitable (**D001**) - has a flash point less than 140° F (60° C) 
- Corrosive (**D002**) - has a pH of < 2.0 or > 12.5 
- Reactive (**D003**) - can catch fire, explode or gives off dangerous fumes when mixed with water or other materials 
- Toxicity - (**D0__**) - fails TCLP test 

Listed Hazardous Waste

- Listed due to one of the four characteristics or contain toxic constituents that are harmful to human health & the environment
- Include:
 - - **F** Listed Waste
 - - **K** Listed Waste
 - - **P** Listed Waste
 - - **U** Listed Waste



Typical Hazardous Wastes Created by an Auto Body Shop

- Paints with thinners or reducers
(D001 or F-listed Waste)
- Paint booth filters
if contaminated
with metal based paint
(Toxicity, F Waste)
- Sludges or solid cakes leftover from the still process
or left in the bottom of the waste paint / thinner
drum (aka Still bottoms)
(D001, Toxicity, F Waste)
- Used rags or paper towels containing
combustible solvents (D001, F Waste)



Typical Hazardous Wastes Created by an Auto Body Shop

- Waste parts washer solvents (D001)
- Rust removers (D003)
- Paints and solvents from building maintenance (D001, F waste)
- Aerosol cans (D001, D002, F waste)
- Gasoline tanks (D001)



Universal Wastes

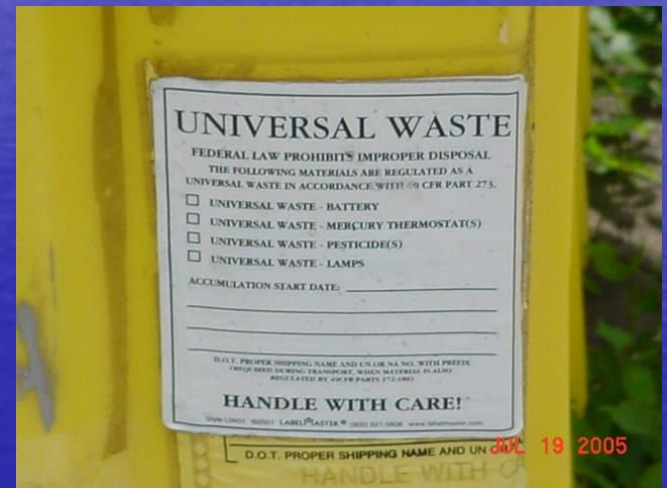
- Fluorescent light bulbs
- Antifreeze
- Used oil
- Batteries
- Pesticides

Counting Hazardous Waste

- Waste paint / paint solvent - **YES**
- Still bottom's - **YES**
- Waste parts washer solvent - **YES**
- Empty aerosol cans - **YES**
- Floor cleaning waste water - **MAYBE**
- Shop towels - **MAYBE**
- Sump sludges - **MAYBE**
- Paint spray booth filters - **MAYBE**

Counting Hazardous Waste – Universal Wastes

- Fluorescent Light Bulbs - **NO**
- Antifreeze - **NO**
- Used Oil - **NO**
- Batteries – **NO**
- Pesticides – **NO**



Universal wastes are not considered to be hazardous wastes if they are properly managed and disposed. Follow the requirements in the workbook to determine how to handle universal wastes.

Categories of Hazardous Waste Generators

- Conditionally Exempt Small Quantity Generator
- Small Quantity Generator
- Large Quantity Generator

Categories are based upon

- the amount of waste that is generated per calendar month
- the total amount of hazardous waste accumulated at the entire facility at one time

Identifying Generator Status

Conditionally Exempt Small Quantity Generator (CESQG)

- Generates no more than 220 pounds (or about 25 gallons) of hazardous waste in any calendar month
- Never accumulates more than 2,200 pounds (or about 300 gallons) on site at any one time

Identifying Generator Status (cont.)

Small Quantity Generator (SQG)

- Generates more than 220 pounds and less than 2,200 pounds (or about 25 gallons to under 300 gallons) of hazardous waste in any calendar month.
- Never accumulates more than 13,200 pounds (or about 1,600 gallons) on site at any one time

Identifying Generator Status (cont.)

Large Quantity Generator (LQG)

- Generates more than 2,200 pounds (or 300 gallons) in any calendar month.



CESQG Requirements

- Identify all hazardous wastes generated
- Send these wastes to a permitted hazardous waste treatment, storage, or disposal facility (TSDF)
- Never accumulate more than 2,200 pounds (300 gallons) of hazardous waste on site at any one time

CESQG Requirements (cont.)

- Retain a copy of the manifest, bill of lading, receipt, etc. for each hazardous waste shipment for three (3) years
- Label all hazardous waste containers with the words **"HAZARDOUS WASTE"** or with their contents (i.e. **"WASTE SOLVENTS"**)
- Perform proper container management

SQG Requirements

- Obtain an EPA ID Number
- Identify and count generated waste
- Label all hazardous waste containers with the words **"HAZARDOUS WASTE"**
- Comply with the 180 day accumulation time limit by labeling each container with the accumulation start date and end date
- Maintain adequate aisle space between the containers for inspections
- Never accumulate more than the 13,200 pound (1,600 gallons) limit

SQG Requirements (cont.)

- Retain test results, manifests, receipts, or bills of lading for three (3) years
- Retain land ban forms for three (3) years
- Train personnel in the proper handling of hazardous wastes
- Perform weekly inspections of the accumulation area
- Have an emergency plan which includes posting emergency telephone numbers
- Keep a fire extinguisher by the accumulation area in case of emergency

LQG Requirements

- If you generate more than 2,200 pounds (or 300 gallons) in any calendar month, you will be considered a large quantity generator and will be required to pay additional fees to the DEQ for this status.
- Call the Waste Program at the DEQ Northern Virginia Regional Office for more information regarding the requirements of this category

EPA Identification Numbers

- If you generate more than 25 gallons (220 pounds or 100 kg) in any calendar month, you need a permanent EPA ID Number. To receive an EPA ID Number (No Fee Involved) call Dan Gwinner with DEQ's Waste Program at **(804) 698-4218**.
- Example EPA ID No.: VAD 123456789

Hazardous Waste Haulers

- To transport hazardous waste in Virginia, the hauler must have a Virginia Hazardous Waste Transporter Permit. Before choosing a hauler, check with the following sources:
 - - Business colleagues
 - - Trade associations
 - - Better Business Bureau
 - - Virginia DEQ Waste Program

Proper Container Management

- Sturdy, leak proof, sealed, and labeled.
- Keep containers closed (except to add or subtract). This includes funnels attached to paint waste containers.
- Store indoors - if possible. If not, keep the containers in a secure area.
- Keep appropriate absorbent material in stock and nearby in case of spill

Improper Container Management

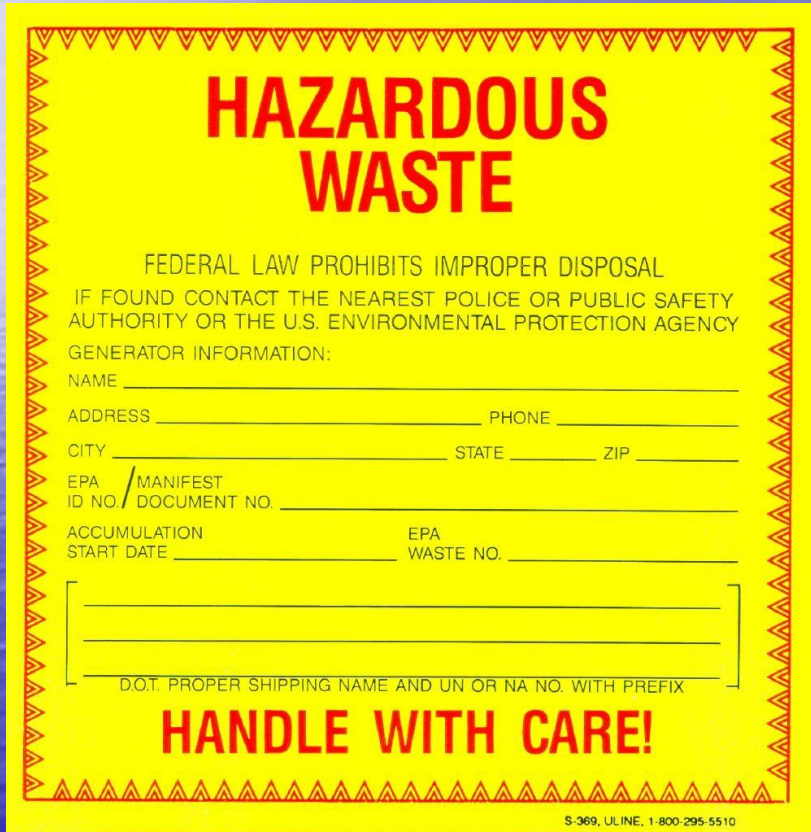


Can you identify the problems with these two pictures?

Proper Container Management



Labeling



**HAZARDOUS
WASTE**

FEDERAL LAW PROHIBITS IMPROPER DISPOSAL
IF FOUND CONTACT THE NEAREST POLICE OR PUBLIC SAFETY
AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY

GENERATOR INFORMATION:
NAME _____
ADDRESS _____ PHONE _____
CITY _____ STATE _____ ZIP _____
EPA / MANIFEST
ID NO. / DOCUMENT NO. _____
ACCUMULATION
START DATE _____ EPA
WASTE NO. _____

[_____]
[_____]
[_____]

DOT PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX

HANDLE WITH CARE!

S-369, ULINE, 1-800-295-5510



TOOLS TO HELP



TOOLS TO HELP



Paint Spray Booth Filters (Do's)

- **Do** change filters according the manufacturer's specifications
- **Do** install filters properly and be sure to cover all openings
- **Do** make a hazardous waste determination by testing the filters
- **Do** manifest the filters offsite as a hazardous waste if hazardous
- **Do** If non-hazardous, dispose of filters as municipal solid waste (trash)

Waste Paint & Paint Solvents

(Do's)

- **Do** place waste paint solvent in labeled containers
- **Do** make sure solvent is too dirty to use anymore before placing it in the waste drum
- **Do** utilize a spray gun cleaning unit
- **Do** utilize a distillation unit (Still)
- **Do** keep your containers closed

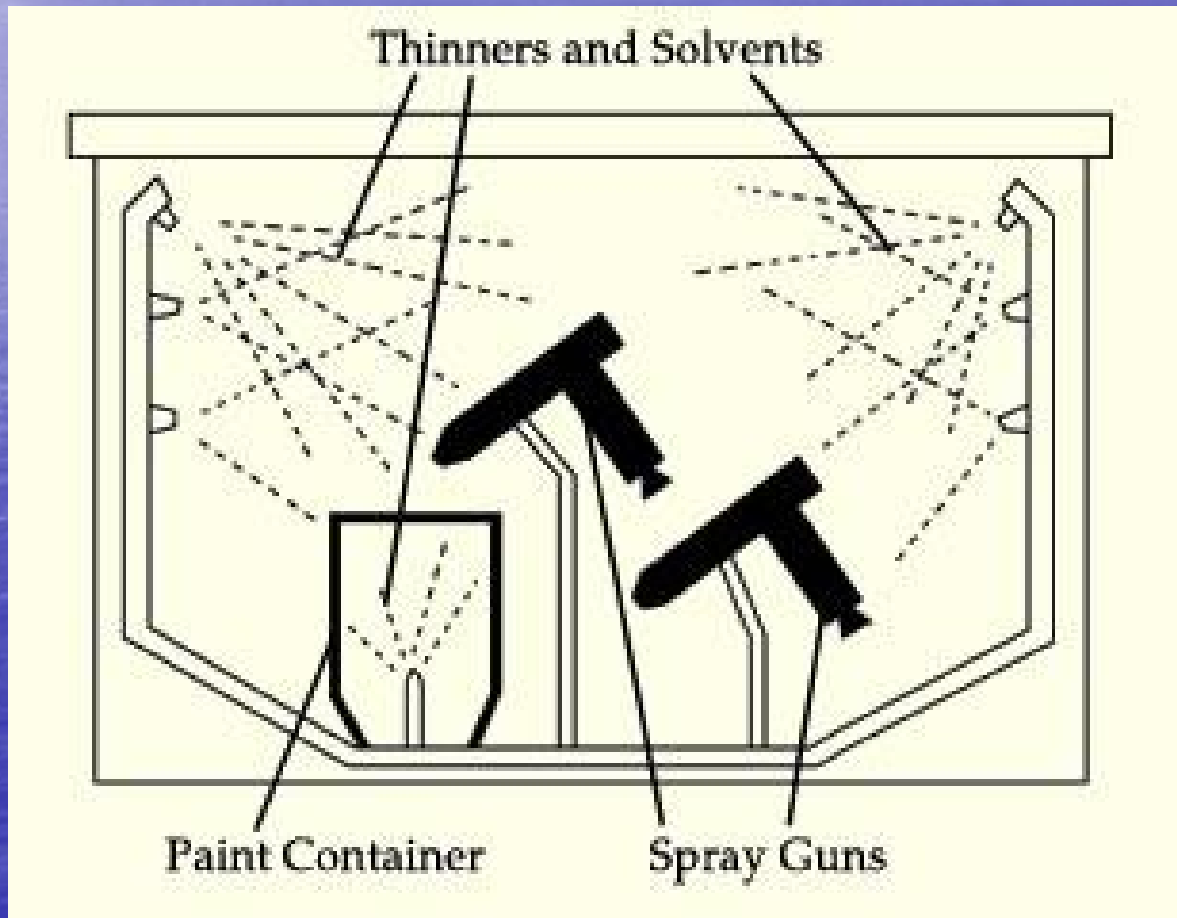
DISTILLATION



PAINT GUN CLEANING



PAINT GUN CLEANING



Waste Paint & Paint Solvent (Don'ts)

- **Don't** dispose of waste to drains, vent to the air or dump on the ground
- **Don't** mix paint and paint solvents with other wastes
- **Don't** evaporate solvents as a means of disposal
- **Don't** place still bottoms in a municipal solid waste (trash) dumpster
- **Don't** give excess paint to customers as touch-up paint
- **Don't** leave containers open or unlabeled

Hazardous Waste Questions



Contact Information

DEQ - NVRO Waste Program

Program Manager - Richard Doucette

rcdoucette@deq.virginia.gov

(703) 583-3813

Hazardous Waste Inspector

Maria Raney

Solid Waste Inspectors

Doug Albach, John Bentley, & Joe Trocchio



Industrial Wastewater at your Auto Body Shop Facility

There are two (2) primary types of wastewater:

- Industrial waste water
- Domestic (or sanitary) wastewater



Industrial Wastewater

- *Industrial wastewater* means all wastewater contaminated with materials from auto body shop operations. If dangerous materials like paint, solvents, sanding dust, antifreeze, oil, or auto fluids get into your shop's wastewater, it is industrial wastewater.
- In this workbook, industrial wastewater also includes water from wet sanding, water from washing auto body tools and equipment, work area washing, or car washing.
- Section 5 explains the requirements you must follow under Virginia law if you generate industrial wastewater. This section also gives tips for conserving water and preventing pollution, while saving you money.

Some contaminants generated by auto body repair that result in industrial wastewater are:

- Paints and paint residue, solvents, thinners, strippers, degreasers and parts washers;
- Gasoline, motor oil, and auto fluids leaked from cars waiting to be repaired; and
- Sanding dust or residue from wet sanding

(note that this is not an all-inclusive list)

Where is your industrial wastewater authorized to go?

- Public sewer system

OR

- On-Site wastewater treatment and disposal (septic) system, with an approved oil/water separator

(see 'On-Site Regulations' for more information about what is authorized for septic systems)

Know where your wastewater goes.

- Does your wastewater go to public sewer or a septic system?
- Does your shop have a floor drain?
- What shouldn't be flushed down the drain?



The EPA has designated *motor vehicle disposal wells* (floor drains) as a high priority.

Contact the US EPA Underground Injection Control Program (UIC) at (304) 234-0286 to schedule an inspection to make sure your drain is properly closed.

All floor drains in areas that involve auto repair are to be properly abandoned or connected to an approved oil/water separator.

What should you do about your floor drains?

Refer to the workbook for the following:

- Requirements for closing a floor drain
- and
- Requirements for using existing floor drain

Public Sewer System

- Sewer systems may receive both sanitary and industrial wastewater from auto body shops. If your shop's drains connect to a public sewer system, you must meet the following requirements:
- You must make sure that the hook-up of your drains to the sewer is legal and that you have a wastewater discharge permit, pretreatment permit, and/or other proper documentation allowing your shop to discharge to the local sewer.

Septic Tanks

- Septic tanks are primarily designed to handle sanitary wastewater from sinks, showers, and toilets in your shop — **not** materials from your auto body work.
- If your shop is located outside the public sewer system, you may be prohibited from discharging industrial wastewater to your septic tank.
- You must make sure that your septic system is constructed, operated and maintained so that it does not pollute groundwater.

Preventing Water Pollution

The best ways to prevent water pollution are to:

- 1) use less water and
- 2) keep your wastewater clean and free of contaminants from your auto body work.



The workbook contains some simple steps that your shop can take to prevent water pollution and, in some cases, save money.

Questions



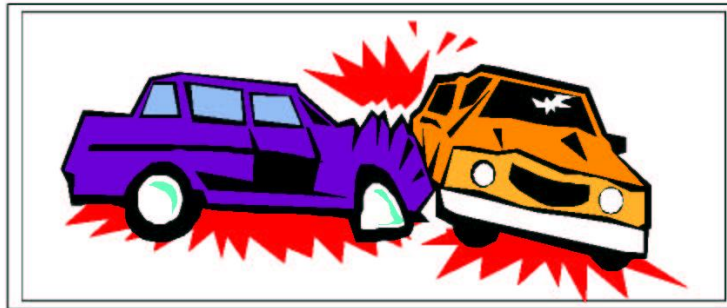
Contact Information

- Mr. Jim Olson
- VA Dept of Environmental Quality
- 703/583-3836
- jaolson@deq.virginia.gov



BREAK

Compliance Assistance Workbook for the Northern Virginia Auto Body Self-Certification Program



Virginia Department of Environmental Quality
Northern Virginia Regional Office
13901 Crown Court
Woodbridge, VA 22193
www.deq.virginia.gov



Publication Date August 2005

Table of Contents

Northern Virginia Auto Body Compliance Assistance Workbook

Introduction

Section 1: Best Practices for Auto Body Shops

Section 2: Air Pollution

Section 3: Hazardous Waste, Universal Waste, and Used Oil

Section 4: Solid Waste

Section 5: Water Pollution

Appendices

Appendix 1: Auto Body Air Registration Form

Appendix 2: Estimating Your Air Emissions and Determining Your Air Emission Status

Appendix 3: Hazardous Waste Identification Assistance Table

Appendix 4: Hazardous Waste Accumulation Area Weekly Inspection Checklist

Appendix 5: Sample Hazardous Waste Manifest

Appendix 6: Sample Letter to Local Authorities

Appendix 7: Hazardous Waste Emergency List

Appendix 8: Sample Emergency Preparedness Tools

Appendix 9: Sample Emergency Plan

Appendix 10: Land Disposal Restriction Form

Appendix 11: List of Recyclers for Fluorescent Lamps and Ballasts

Appendix 12: Small Business Environmental Compliance Assistance Fund

Resources

Northern Virginia Auto Body Self-Certification Package

Registration Process

- All “mobile equipment repair and refinishing operations” in Northern Virginia are **Required to register**.
- Applies to all who apply pretreatments, primers, top coats, and other coatings to mobile equipment.
- Mobile equipment: autos, trucks, buses, motorcycles, trailers, campers, construction and farm equipment, golf carts, airport ground support equipment, etc.
- Registration form is in **Appendix 1** of your binder.

Registration Process (continued)

- Registration form asks for:
 - General information, type of business, services provided.
 - Average weekly number of body shop jobs.
 - List paints booths and any air pollution controls present.
 - Certification by responsible company official.
- Due to DEQ Woodbridge office January 9, 2006.
- DEQ will provide shop with a registration number.
 - Registration number should be used on any subsequent correspondence with DEQ.

Self-Certification

- **Voluntary** program.
- Participation incentives--DEQ recognition decal; reduced inspection frequency.
- **Self-Certification Packet** near back of binder.
- Packet contains questions about air, water, and waste issues.
- **Questions in bold marked "req." address things required by the regulations.**
- Other questions address "best management practices" (BMPs) and other tips that are good ideas to help you:
 - comply with regulations,
 - improve performance, and
 - may save you money.

Self-Certification (continued)

- Required questions in **bold** usually indicate which answer means compliance.
- Your answers should represent current conditions in your shop – not future plans.
- If your answers to required questions indicate out-of-compliance, you are ***strongly encouraged*** to make corrections before completing and submitting your self-certification package.
- If you can't make corrections prior to submittal then you should complete the "Return-to-Compliance Plan Form."
 - See p. 24 of Self-Certification Package.
 - Fill out a section for each out-of-compliance question.

Self-Certification (continued)

- The Workbook is designed to help you:
 - Complete the Self-Certification Package.
 - Meet your requirements under regulations.
 - Achieve BMPs to help your business' compliance, performance, and save money.

Example from air section - Section 2 of Workbook and Self-Certification Checklist

Example: Product data sheet

Primer-surfacer meets 4.8 lbs/gal VOC standard



HBC Prime
WP300

PRODUCT DESCRIPTION:

HBC PRIME™ is a premium, acrylic based lacquer primer-surfacer designed for faster fill and less shrinkage than conventional lacquer primer-surfacers. HBC PRIME™ dries to sand in as little as 15-20 minutes and powders easily with no clogging of the sandpaper. HBC PRIME™ has excellent filling, feathered edges easily, and since it is acrylic based, is more resistant to blisters caused by high humidity. WP300 when used with WR350 reducer has a ready to spray VOC of 4.8 lbs/gal for VOC regulated areas.

TECHNICAL DATA:

• Color	Gray	• Air Pressure	40-45 psi
• Flash Points	45°F TOF	• Viscosity #4 Ford	15-17 sec
• VOC – as packaged	4.45 lbs/gal	• Lead/Chromate Free	Yes
• VOC – ready to spray with WR350	4.8 lbs/gal		

SURFACE PREPARATION:

Bare Substrates: Steel, properly treated Galvanized Steel*, Aluminum, or Fiberglass

*Note: With the inconsistencies of galvanized steel, consult your local Western Representative for system recommendations and substrate testing.

1. Solvent clean with Grease and Wax Remover WS1018 or Low VOC Surface Cleaner WS1019 and wipe dry with a clean, dry cloth.
2. Apply 2-3 medium coats of Primary Prime™ Etching Filler WP370 or WP375.

Prepainted Substrates:

1. Wash surfaces with a mild detergent in hot water. Rinse well and wipe dry with a clean, dry cloth.
2. Solvent clean surfaces with Grease and Wax Remover WS1018 or Low VOC Surface Cleaner WS1019. Wipe dry with a clean, dry cloth.
3. Grind off paint and remove all rust as needed. Fill as needed using an appropriate body filler. Allow body filler to tack up and shape as needed. Body filler must be cured before coating.
4. Sand repair area and feather edge using 80, 180, 280, and finish with 320 grit treated sandpaper on a random orbital sander.
5. Apply 2-3 medium coats of Primary Prime™ WP370 or WP375 to bare metal and body filler.

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Example: Product data sheet

Primer-sealer does not meet 4.6 lbs/gal VOC standard

QUICK-SEAL® Primer-Sealer

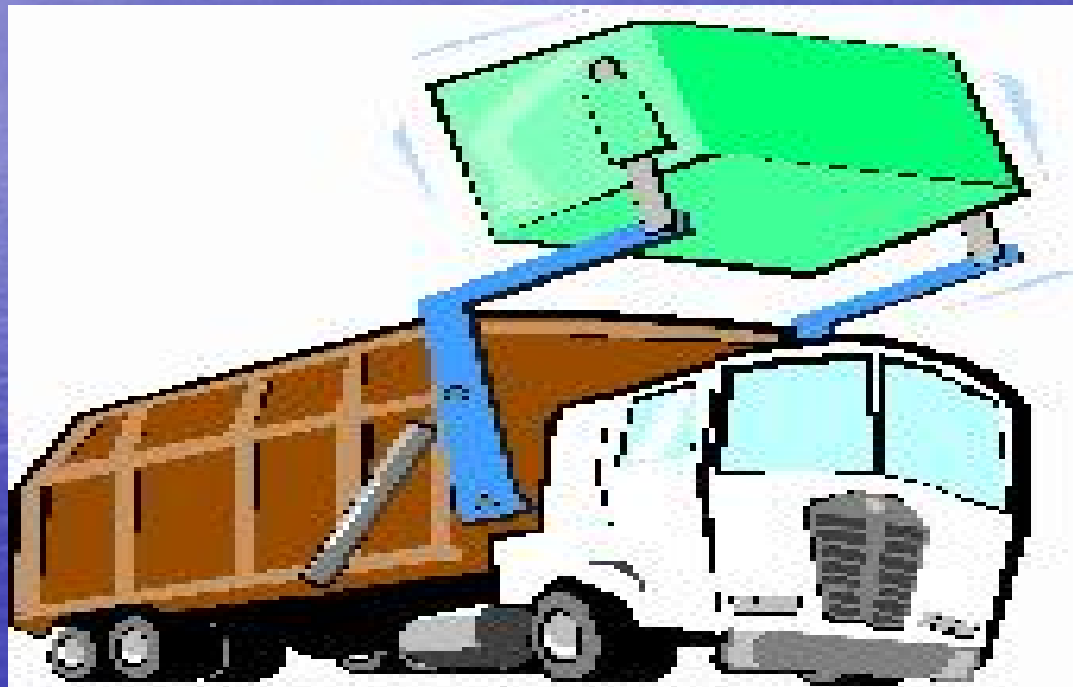
8093 Gray/8097 Red Oxide/8098 Gray

QUICK-SEAL® Primer Sealer is a quick drying enamel sealer designed to be applied over bare metal or prepainted substrates. QUICK-SEAL® provides good topcoat gloss holdout, adhesion to properly prepared bare metal or prepainted substrates, good corrosion resistance over steel, and fills minor surface scratches. It can also be used as a shop coat primer to protect vehicles or parts from the elements upon outside storage.

VOC as applied 8093/8098 5.21 lbs/gal or 624 gms/ltr

VOC as applied 8097 5.74 lbs/gallon or 688
gms/ltr

SOLID WASTE







Is this how regulations make you feel?



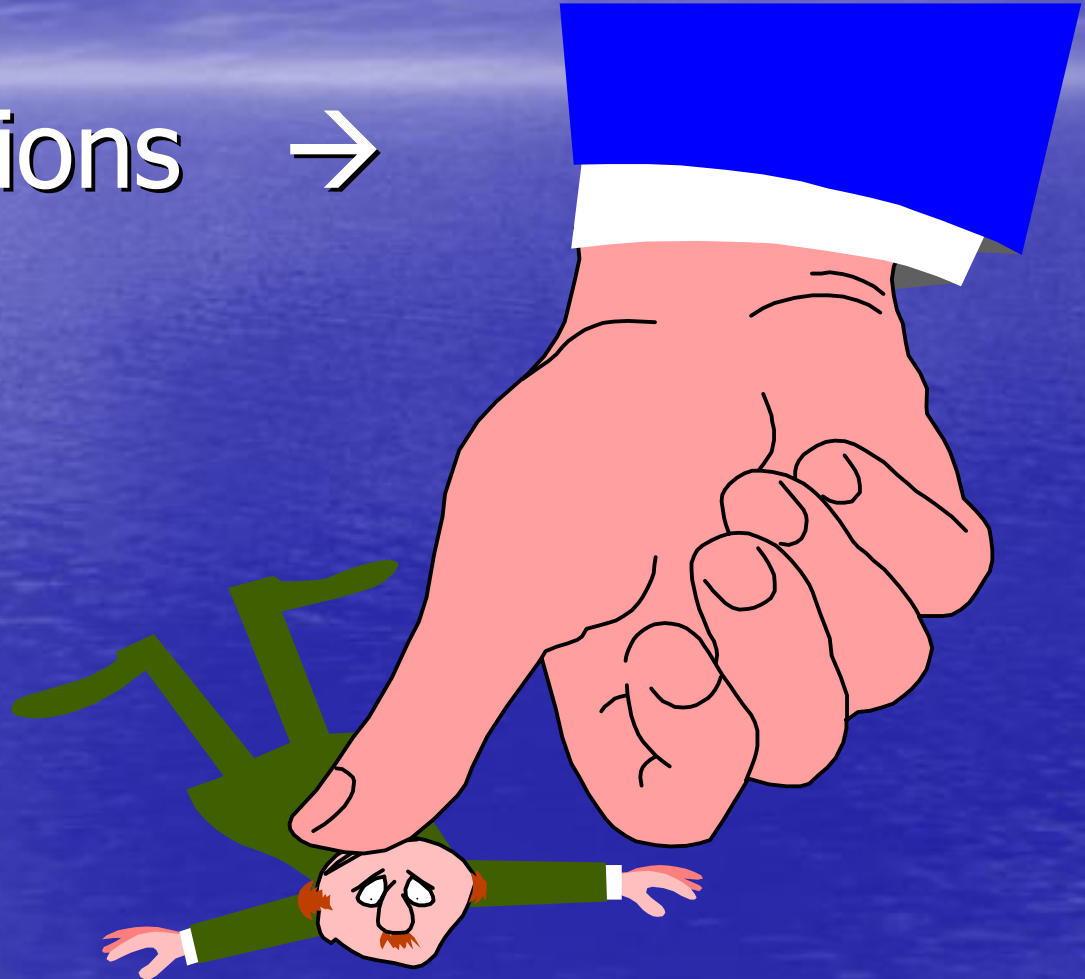
Or do you want to feel like this !!!!!!!



Don't let this happen to you !!!!

Regulations →

You →



Solid Waste Exercise

- Now let's take a look at the Solid Waste Section in the Workbook – Section 4.
- Take out the Solid Waste Section of the Checklist.
- Read the Solid Waste Section in the Workbook.
- Now let's go through the Solid Waste questions on the Checklist.

Resources

www.deq.virginia.gov

www.deq.virginia.gov/osba

Any questions?

Contact:

John McKie

Self-Certification Program Manager

(703) 583-3831

Or

Richard Rasmussen

Small Business Assistance Program

(804) 698-4394 or (800) 592-5482 ext.4394

The Virginia Auto Body Shop Self-Certification Program

Environmental Awareness for
Air, Water, Waste

It is Your Responsibility

Wrap-Up

- Self-Certification Program – Questions - Comments
call

John McKie @ 703-583-3831

or

Richard Rasmussen @ 800-592-5482 ext. 4394

- Evaluation Forms !